

31. Property Management

31.1 Summary

The Property Management screen (Figure 31.1) presents seven (7) fields that allow the user to enter information related to the amount of loss, damage and destruction; the percent of systems analyses completed; and property management unit cost. Two additional fields, Organization and Date, appear at the top of the screen. These two fields are filled in by the system.

Information about the screen's Menu Bar is presented in Section 5.3 while information about the Tool Bar can be found in Section 5.4. Section 8 contains information about entering data. Section 9 explains how to exit.

31.2 Property Management Screen

The screenshot shows a software window titled "Property Management (Screen 1 of 1)". It has a menu bar with "File", "Edit", "Functions", "Administration", and "Help". Below the menu bar is a toolbar with icons for file operations, navigation, and help. The main area is divided into sections with yellow backgrounds:

- Organization and Date:** Two input fields at the top.
- Amount of Loss, Damage, and Destruction:** A section header followed by two data boxes: "Satisfactory Systems 31.2.1.1" and "Unsatisfactory Systems 31.2.1.2".
- Systems Analyses:** A section header followed by four data boxes: "Scheduled 31.2.1.3", "Completed 31.2.1.4", "Unsatisfactory Systems 31.2.1.5", and "Withdrawn/Withheld Systems 31.2.1.6".
- Property Management Unit Cost:** A section header followed by a data box: "Property Contracts Closed (Unit Cost #9) 31.2.1.".

Figure 31.1 Property Management Screen

Note: Numbers in data boxes indicate corresponding section numbers.

31.2.1 Fields for Property Management Screen

The number in parentheses at the end of each field description refers to the corresponding section number in the *DCMC Metrics Guidebook*.

31.2.1.1 Amount of LDD with Satisfactory Systems

Enter the dollar amount of DoD property which is lost, damaged or destroyed where the contractor possessing the property has a property control system that DCMC has found to be satisfactory. *NOTES: Amounts are reported by the property administrator at the prime contractor location at the end of the month during which the property case was closed. When property is damaged, only the damage value is reported, not the acquisition cost; e.g., \$90K LDD to a \$1M item of property, report \$90K. (3.2.1a)*

31.2.1.2 Amount of LDD with Unsatisfactory Systems

Enter the dollar amount of DoD property which is lost, damaged or destroyed where the contractor possessing the property has a property control system that DCMC has found to be unsatisfactory. *NOTES: Amounts are reported by the property administrator at the prime contractor location at the end of the month during which the property case was closed. When property is damaged, only the damage value is reported, not the acquisition cost; e.g., \$90K LDD to a \$1M item of property, report \$90K. (3.2.1b)*

31.2.1.3 Analyses Scheduled

Enter the quantity of property control system analyses scheduled to be completed by the contract administration office during the report period. *NOTE: This is only that quantity of analyses the contract administration office planned to complete during the month according to its plan. (3.2.2a)*

31.2.1.4 Analyses Completed

Enter the total quantity of property control system analyses completed by the contract administration office during the report period. *NOTE: Report only the quantity of analyses completed during the month. (3.2.2b)*

31.2.1.5 Unsatisfactory Systems

Enter the quantity of property control system analyses on-hand at the contract administration office at the end of the report period that contain a conclusion that the contractor's system is unsatisfactory. (3.2.2c)

31.2.1.6 Withdrawn/Withheld Systems

Enter the quantity of property control system analyses on-hand at the contract administration office at the end of the period that resulted in the withdrawal or withholding of a previously approved system. (3.2.2d)

31.2.1.7 Property Contracts Closed (Unit Cost #9)

Enter the quantity of contracts, including facility type contracts, with Government property that the contract administration office closed during the period. *NOTES: This is Unit Cost Count for Unit Cost Category (09) Property Management. Source: DCMC Property Administration Data System (DPADS) report number UNKF630A, Summary of PA Assignments. Report CAO total for "Number Closed." (3.2.2e)*